



LASSEN COUNTY
CHILDREN AND FAMILIES COMMISSION
MEETING MINUTES

October 2, 2003, 1:30 p.m.
1345 Barry Creek Plaza, Suite B
Susanville, California

Commissioners Present: Doug McCoy, Kathy Colvin, Alternate, Patsy Jimenez, Jim Chapman, Mae Sherman, Barbara Malone,

Commissioners Absent: Alternate Member Brian Dahle, Alternate Member Shannon Gerig, Betsy Elam, Sherel Thorlaksson, Janice Irvin

Commission Staff: Laura Roberts, Dennis Wilkes

Visitor: Wynette Helsel

1. **Welcome and Introductions:** Chairperson, Doug McCoy called the meeting to order at 1:40 p.m. The Chairperson welcomed everyone, and all introduced themselves.
2. **Public Comment:** There was no public comment.
3. **Approval of Agenda:** The Annual Report item was pulled from the agenda to be rescheduled for the November meeting. Mini Grant Policy will not be added at this time. Commissioner Chapman moved that the agenda be approved as amended. Commissioner Jimenez seconded the motion. There was no discussion. The motion passed.
4. **Consent Calendar:** The consent calendar was presented. Commissioner Malone moved to approve the consent calendar. Commissioner Sherman seconded the motion. Betsy Elam was present and should be so noted in the minutes. The motion passed. Items approved on the consent calendar are:
 - 2a. SUBJECT: Approval of Minutes LCCFC Meeting of September 4, 2003
 - 2b. SUBJECT: Approval of Fiscal Report
 - 2c. SUBJECT: Authorize payment of Liability Insurance to Robert F. Driver Company
5. **Public Hearing – Annual Audit:** The public hearing on the Annual Audit was declared open at 1:50 p.m. Brief discussion ensued. There was no public comment. The hearing was declared closed at 1:52 p.m. Commissioner Malone moved that the audit be accepted as presented. Commissioner Jimenez seconded the motion. The motion passed unanimously.
6. **Public Hearing – Annual Report:** Item removed from agenda and rescheduled for a meeting time after information can be obtained from the PEDS data collection system and after the statewide report is available. It was suggested that we not complete our annual report until we obtain the data. Laura indicated that Lassen County has been the only county in California that has pilot tested the new PEDS software. After getting all data into the software for all of last year's activities, it was determined that there was no way to get a local level annual report out of the software. A summation of this data will not be available until January. It was commented that our local report should be consistent with the information given to the State Commission. Commissioner Chapman moved to delay the public presentation of our local annual report until the summarized data is available from SRI unless this interferes with receipt of monthly allocations. Commissioner Malone seconded the motion. The motion carried unanimously.

7. **Mini Grant Application and Review (Scoring) Process:** The review and scoring process that was discussed at the last meeting was presented for action. Brief discussion ensued. The question was posed about what would happen to the points if the section was not applicable to the applicant. Total points should be at least 2/3 of the total points of the applicable available points. Information about writing measurable objectives should be included in the grant packet also. A section for reviewers to write in to indicate if they need further information should be added. Packets for review are to be received by Commissioners 2 weeks prior to the meeting. Commissioner Jimenez moved that the new process be implemented. Commissioner Sherman seconded the motion. The motion passed unanimously.

8. **CCAFA Policy Consideration and Adoption:** Two policies requested on behalf of CCAFA that were discussed at the last meeting were reviewed. **Policy Statement Regarding Proposition 10 Revenue Allocations:** Commissioner Chapman commented on special protected funds and attitudes towards those funds during fiscally difficult times. Commissioner Malone moved that the policy be adopted as presented. Commissioner Jimenez seconded the motion. **Policy Statement regarding Annual Proposition 99 Backfill Determination by State Board of Equalization (BOE):** Commissioner Chapman commented on the practices of the BOE to take any funds from anywhere they possibly can during this fiscally difficult time. The backfills can be taken away and the BOE has ignored recommended and accepted backfill procedures. This is consistent with the current attitudes throughout the State. Commissioner Chapman moved to approve the policy statement. Commissioner Jimenez seconded the motion. The motion passed unanimously.

9. **Children's Oral Health Initiative:** On behalf of the Oral Health Task Force, Laura presented a concept paper detailing a local initiative. The concept detailed will serve and be available to all of Lassen County. A meeting was held with the local Federally Qualified Health Centers (FQHC) in which the thoughts involved in this concept were discussed. There was consensus that Northeastern Rural Health could be the applicant agency. Oral health Consultant, Bev Isman attended the last Oral Health Task Force meeting and worked with participants to identify the details of the project. She indicated that this concept can be formulated into other requests for funding, however, she did believe that it would be in Lassen County's best interest if the local initiative were up and running. She stated that this would offer additional strength to an application if it could be demonstrated that certain components of a local program were up and functioning. The concept paper that is presented to day details one of three components. The Task Force prioritized the components and felt that the coordinator position is critical to the remainder of the project. The Oral Health Task Force is in the process of working out the terms of an MOU with Northeastern Rural Health to be the umbrella agency for the Task Force. Discussion ensued around whether to go through an RFA process or to just request a formal proposal with written consent of other potential applicants. Questions were posed about where a coordinator would be located. Northeastern has offered space. The question concerning who would be hired was discussed. Commissioner Jimenez moved and Commissioner Sherman seconded a motion to approve the concept and to move forward with acquiring a full proposal from Northeastern Rural Health and the Lassen Oral health Task Force for the previously set aside funds of \$130,000 for a three year project, supporting the concept that \$49,140 can be made available in year one. The motion carried unanimously.

10. **Commission Advocacy Discussion:** Commissioner Malone expressed concern that another group will develop an advocacy effort in the absence of collaboration with the other advocacy groups working on children's issues. Commissioner Chapman supports that also. While we need to keep

informed, our efforts of advocacy in systems change at the local level is a priority. A united advocacy at the state level working together on children's issues is needed rather than complicating the advocacy landscape with yet another advocating body. Laura was directed to respond accordingly to the CCAFA Committee working on this matter.

11. **Reports: Director's Report:** The initial Children's Behavioral Health meeting was held on September 30. A second meeting will occur on October 15th at 10:30 a.m. at the Barry Creek Meeting Center. The meeting was well attended. There was a great deal of discussion surrounding the various ideas for behavioral health services. Additional information is being obtained from a program in Shasta County, as well as additional information from local programs such as County Mental Health and County Office of Education. There was consensus that the need for early intervention and prevention efforts is profound, especially to support child care providers and the children in their care. Work will continue on the development of the initiative. Commissioner Chapman commented on the new structure of Health and Human Services.



Lassen Oral Health Task Force: Wynette Helsel reported on behalf of the Task force. She indicated that the Hygienist's have seen approximately 1,200 children (several more than once), and that approximately 60% have dental decay observed visually. All of the children being seen are being tracked in a database developed by the Hygiene group. Information such as insurance availability, guardian, address, tooth decay and other oral health issues, and other safety issues. A partnership has been formed with the ComPAC Family Resource Center Project, and also the AmeriCorps Home Visitation Project. The letter in the Commission packet expresses gratitude for the help of the AmeriCorps workers. The Hygienists are definitely making a difference. Commissioners were invited to attend the outreach events. A photograph of Supervisor Pyle helping at a Westwood event was shown.

11. **Learning Opportunity:** This is postponed until the next meeting.

12. **Adjourn:** The meeting was adjourned at 3:35 p.m.

Respectfully submitted,

Laura J. Roberts
Executive Director